COURT AUTOMATION COORDINATING COMMITTEE
A Subcommittee of the Commission on Technology

Thursday, September 17, 2015
10:00 AM - 11:00 AM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

AUDIO PHONE NUMBER: 1-602-425-3288
AUDIO ACCESS CODE: 2530#

MEMBERS PRESENT	MEMBERS ABSENT
Kip Anderson*	Julie Dybas
Cathy Clarich	Phillip Knox
Christopher Hale	Jeff Mangis
Donald Jacobson	Rona Newton
Michael Pollard, *Chair*	Ron Overholt
Janie Randall*	
Paul Thomas	

GUESTS	AOC STAFF
Zona Cecil*, *Phoenix Muni Court*	Stewart Bruner, *ITD*
Lester Godsey, *Mesa City IT*	Eric Ciminski, *CSD*
Randy Kennedy*, *Scottsdale City Court*	Adele May*, *ITD**
	Jim Price, *ITD*
	Jason Shumberger, *ITD*
	Christie Weigand, *CSD*
	Amy Wood, *CSD*

* indicates appeared by telephone

CACC MEETING MINUTES

WELCOME AND OPENING REMARKS
Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m. After a roll call of members on the phone, staff confirmed that a quorum existed. The chair called members' attention to the minutes of the August 20 meeting.

MOTION: A motion was made and seconded to approve the minutes of the August 20, 2015 CACC meeting as written. The motion passed unanimously.

The chair reiterated the date of October 15 for the demonstration of the new case management system (CMS) onsite at Mesa Municipal Court in the presiding judge's conference room. Paul Thomas requested a scope for the demonstration and its relationship to the CACC meeting. The plan is to aim for two hours total, including minimal CACC business and to finish before lunch.

REVIEW OF CHANGES TO MINDMAP THIS MONTH
Staff Member Stewart Bruner briefly informed members of a multitude of changes to the MindMap made since the August meeting, but did not detail any areas since project managers would be providing updates later in the meeting. Members were also provided an updated priority projects listing for reference.

PROJECT UPDATE: CASE MANAGEMENT SYSTEMS
Adele May, the limited jurisdiction (LJ) CMS project manager, reported on data conversion and rollout of AJACS to Green Valley Justice Court and Oro Valley Municipal Court. She noted the total numbers of cases that did not successfully convert out of the total numbers for each court. She clarified that warrants and bonds are not being converted from AZTEC. Representatives of larger courts registered their alarm with the requirement to hand enter numerous active warrants. Adele mentioned a development effort being undertaken with Tucson to automate the mass importation of active warrants into AJACS following their cleanup effort. The rollout is now progressing to South Tucson and Sahuarita Municipal Courts. They will implement September 28. Ajo Justice Court will be implemented on October 23.

Members questioned Adele about problems they are hearing about financial processing. She described the root of the issue as being full automation in AJACS versus the highly manual process in AZTEC courts have been used to. Don Jacobson asked Adele for a report at the next CACC meeting on daily balancing and month-end processing at Apache Junction Municipal Court and for progress on automating warrant and bond loading. In answer to a question, Adele described how FARE processing and online payment are being handled in AJACS.

Paul Thomas, Mesa City Court Administrator, announced that Clint Potts has replaced Lauren Lupica as project manager. Les Godsey from Mesa City IT spoke on efforts toward implementation of statewide interfaces from the new CMS, specifically interfaces with FARE and TIP. Christi Weigand, FARE Project Manager for the AOC, shared the typical process for getting a court transitioned onto FARE from their current private vendor and the interaction points with AOC resources. The length of the FARE adoption timeline caused TIP activities to obtain the higher priority, to ensure claims are not lost in the upcoming tax season. In answer to a question, Les confirmed that Mesa is obligated to share any code they develop with Tempe.

Members then questioned whether CACC should review the status of FARE implementation in the Tempe Municipal Court case management system.

Addressing the CPOR/Project Passport interface, Paul indicated that work is underway. Stewart clarified the leadtime needed for testing with AOC resources based on a project timeline from Mesa. Stewart will pursue a CPOR-specific meeting to generate a firm timeline before the November CACC meeting. The chair indicated that it would be nice to have Clint Potts at the October meeting in Mesa for introductions

Chris Hale reported on various local activities in support of the January 8, 2016 implementation date for AJACS in Tucson City Court. Chris noted progress on several current issues including a database glitch, programming for online payments, a decision on funding statewide interfaces, outstanding warrant reduction and conversion, end-of-month financial processing. He registered concern after computing the low percentage of cases not converting in other courts against Tucson's much higher base of 400,000 cases. He and Judge Pollard described a "showstopper" issue discovered while training judges. Tucson judges will not change their business practice for sentencing minute entries for defendants on multiple cases. Adele verified that AOC's development team is investigating multiple case sentencing minute entry within AJACS 6.0.

PROJECT UPDATE: eUniversa, eBench, eAccess
Eric Ciminski brought members up to date with eBench testing activities. One integration issue was exposed requiring further application development by the vendor. The web services necessary are now starting to be delivered and backfile processes are being tested. Eric estimated the full Yavapai Superior Court ingestion of cases will take 4 or 5 weeks concurrent with the application configuration work being done at the court. He shared the assumptions behind the implementation date shown on the MindMap and reminded members that testing may continue to expose bugs that require further development and testing.

Jim Price, eUniversa Project Manager, reported that the decision date to promote the product to testing has moved to September 25, 2015. He explained what features are able to be tested, what features are still not, and the tradeoffs between meeting testing dates and delivering a less-than-full-featured product. Jim described issues with incomplete and inconsistent CMS data being reported to CCI as well as issues with sub-case types in AJACS that have affected testing. He added that his go/no-go date will slip in weekly increments if the September 25 date is not met.

Stewart explained why eAccess has the lowest priority of the several "e" projects.

POST-IMPLEMENTATION REPORT: AJACS Implementation in Green Valley Justice Court and Oro Valley Municipal Court
Adele May covered the post-implementation subject matter in her earlier AJACS CMS update.

ITEMS OF OLD OR NEW BUSINESS
No items of old or new business were presented.

The next meeting will take place in presiding judge's conference room on the third floor of the **Mesa City Court, 250 E 1st Ave., Mesa, AZ 85210,** on **October 15, 2015 at 10:00 AM**. The

court is located on the northwest corner of 1st Avenue and Pomeroy, one block south of Main Street and one block west of Mesa Drive. A public parking garage is located directly behind the courthouse. A demonstration of Mesa's new CMS will immediately follow the abbreviated CACC meeting.

The meeting adjourned at 11:00 a.m.